

TENNESSEE ATTORNEY GENERAL SYSTEMS ADMINISTRATOR

JOB SUMMARY:

The Tennessee Attorney General's Office has an immediate opportunity for a Systems Administrator fluent in Microsoft technologies to join our expanding team. This role will report to the Network Operations Manager and will be responsible for administering our production, disaster recovery and development Microsoft Windows Environments.

Operational support of our Environment consists of Microsoft Windows 2003, 2008 and 2012 servers predominantly in a Hyper-V environment. This position is based in Nashville. Very limited travel to satellite offices is required. The successful applicant must be able to work in a collaborative environment, and have strong communication and customer service skills.

JOB DESCRIPTION:

- Assist in planning, implementing, and deploying systems across the technological infrastructure.
- Ensure high availability across all systems and applications along with remediation as required.
- Provide TEIR II/III technical support and troubleshooting across multiple lines of technology.
- Support of file and print services.
- Installation, configuration, maintenance and troubleshooting of system environments.
- Support and maintenance of Active Directory.
- Remotely manage desktops and servers using RDP\Team Viewer and VPN.
- Manage and support network including: Disaster Recovery, High Availability, Fail over/fail back, and Replication.
- Strong written and oral communication skills including maintaining documentation using Word, Visio, and spreadsheet data, speaking at meetings, and giving presentations.
- Keeping updated with new technologies, learning new skills which can then be taught to other IS staff.
- Possibility of after-hours maintenance and/or outages.

PREFERRED EXPERIENCE:

- 3+ years of System Administration Experience.
- 3+ years of Microsoft Windows Server 2003, 2008 and 2012 experience.
- 3+ years of Active Directory, GPOs, DHCP, DNS.
- 3+ years of Hyper-V.
- 3+ years of PowerShell, RDP, TCP/IP networking, VLANs.
- 2+ years of desktop and/or server OS optimization.
- 1+ years of PKI infrastructure management and support.
- Experience supporting over ~200 users.
- Microsoft Exchange 2013 and Microsoft SharePoint 2013 experience.
- Cisco switches, IAS, WiFi, Network Load Balancer and SNMP.
- Previous help desk experience.

- Familiarity with Microsoft System Center 2012 including Configuration Manager, Virtual Machine Manager.
- EMC Avamar and Data Domain Backup and recovery.
- Experience with Cisco UCS, VNX5300, VNX5200, EMC Recovery point.
- Sophos web appliance, VPN and Exchange Load Balancing.
- SSL, Certs, NTFS and File Share setup and permissions.
- SAN management, LUNs, iSCSI, RAID, Symbolic Links\Junction Points and presentments to physical and virtual servers.
- VMWare experience.

EDUCATION AND CERTIFICATION (PREFERRED):

Graduation from an accredited college or university with a bachelor's or associate's degree in Information Technology or Information Systems.

OR

Four years of experience.

MCSE Certification is a Plus

SALARY:

Based on education, ability and experience.

APPLICATION PROCEDURES:

Submit a resume, cover letter and salary history to:

Personnel Officer
Attention: Systems Administrator
PO Box 20207
Nashville, TN37202

Or submit by email to agresumes@ag.tn.gov and put "Systems Administrator" in the subject line.

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